

UNLV Purchasing Card Program PVS Net Account Application

Purchasing Card Liaison Application

PVS Net (Read-only) Application

Instructions

This form grants the applicant access to existing Cardholder accounts through PVS Net. In order to be included on future accounts, the applicant must attach a copy of this completed form to each corresponding Cardholder Application.

If the applicant is identified as a Purchasing Card Liaison, they must attend PVS Net training prior to account approval.

Applicant Information

Applicant's Name:	Department	Mail Sort:
Email Address:	Phone Number:	

By signing this form, the Purchasing Card Liaison agrees to the guidelines set forth in the Cardholder Manual where applicable. A signature is not necessary for read-only access.

Applicant: _____ Signature: _____ Date: _____
(Please Print)

PVS Net Account Access

The applicant is requesting access to the following Purchasing Card accounts (select one only):

- Division: _____ (Requires signature of Vice President or Provost)
(Division name - for access to all cards under this Division)
- Department: _____
(Department name - for access to all cards within this Department)
- Existing Please specify Cardholders below

Cardholder name(s):		

Application Approval

By signing this form, you grant the applicant authority to view transaction information for the listed Cardholder accounts. If the applicant is a UNLV PCard Liaison, you also grant the signature authority to use the same UNLV accounts granted to the corresponding

Approved by: _____ Signature: _____ Date: _____
(Please Print) (Dept. Chair/Director or VP if applicable)

PURCHASING USE ONLY

Card Number													
Associations:													

Training Date: _____ Approved by: _____ Signature: _____ Date: _____
(Program Administrator)